Annual Local Evaluation Report Template 2017

Sections 4402(c)(3)(C) and 4403(a)(13) of Title IV, Part B, 21st Century Community Learning Centers (21st CCLC) Grant, of the Elementary and Secondary Education Act (ESEA) requires that state education agencies provide a comprehensive evaluation of the effectiveness of 21st CCLC programs and activities within the state. The Virginia Department of Education uses the information collected in the evaluation process for purposes of decision-making, program refinement, and quality improvement.

The Annual Local Evaluation Report Template (ALERT) facilitates consistent reporting statewide and affords opportunities to report information unique to each program. One (1) ALERT form must be completed annually for each center/site within each grant. For grant programs that have a summer program, attainment of the stated objectives in your grant should be evaluated using data that begins with the summer 2016 and continue through the end of the 2016-2017 school year.

Only include students who attended your program for 30 days or more when completing the ALERT.

If you have any questions regarding the ALERT, please call Michael Courtney at 804-371-2934 or email michael.courtney@doe.viriginia.gov

Note: 1) The design of this survey incorporates Skip Logic and Conditional Branching.   This means that the questions you see will depend upon your response.   For example, you may see a series of questions or an open-ended comment box may appear when you select a specific response. In essence, the survey will expand and become longer as you complete it.   This design creates a custom report for your program.   2)Plan sufficient time to complete your report(s).   The ALERT requests a lot of information and will take a considerable amount of time to complete.   3)If you leave your computer while working on your report, your online session may time out.   You can back up your work by saving a draft in SMS to access later.

Center Information - Schools Served
1.School(s) served:

Center Information - Grades Served
1.Check all grades served:
❑ Pre-Kindergarten
❑ Kindergarten
❑ First grade

❏ Second grade
❏ Third grade
❏ Fourth grade
❏ Fifth grade
❏ Sixth grade
❏ Seventh grade
❏ Eighth grade
❏ Ninth grade
❏ Tenth grade
❏ Eleventh grade
❏ Twelfth grade

Staffing: School year (enter the number of paid and volunteer staff)	Paid Staff	Volunteer Staff
1.Certified school-day teachers	_____	_____
2.Non-certified school-day teachers	_____	_____
3.Other (i.e., administrators, clerical, etc.)	_____	_____

Other School Year Staff
1.If you chose "Other" for school year staff, describe.

Staffing: Summer (enter the number of paid and volunteer staff)	Paid Staff	Volunteer Staff
1.Certified school-day teachers	_____	_____
2.Non-certified school-day teachers	_____	_____
3.Other (i.e., administrator, clerical, etc.)	_____	_____

Other Summer Staff
1.If you chose "Other" for Summer staff, describe.

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Attendance: Enter the number of participants (PK-12 students and adult family members) who attended the program during the school year only, the summer only, or both. If your center keeps an attendance list for each activity and people can attend more than one activity, count attendees only one time.   *NOTE: For APR reporting purposes, adult family members should only be counted if they are NOT enrolled in a secondary school. Examples of activities to be counted for adult family member attendance would include GED classes, classes on how to develop a resume, or a programming series on effective parenting strategies.

Attendance	Students	Adult Family Members*
1.School year total (attending 30 days or more for students)	_____	_____
2.Summer total (attending at least 75% of session for students) - Students	_____	_____
3.School year and Summer unduplicated total (attending 30 days or more for students)	_____	_____

Student Characteristics: To the best of your ability, please provide the number of students who fit into each of the categories provided below. If you do not have enough information to determine what category describes a student, list that student in the category "Data not provided" for that section.

Racial/Ethnic Group	Students attending 30 days or more
1.American Indian/Alaska Native	_____
2.Asian/Pacific Islander	_____
3.Black or African American	_____
4.Hispanic or Latino	_____
5.White	_____
6.Two or more races	_____
7.Data not provided	_____

Gender	Students attending 30 days or more
1.Female	_____
2.Male	_____
3.Data not provided	_____

Special Services or Programs	Students attending 30 days or more

1.Students with limited English proficiency	_____
2.Students eligible for free or reduced-price lunch	_____
3.Students with special needs or disabilities	_____
4.Data not provided	_____

Grade Level	Students attending 30 days or more
1.Prekindergarten	_____
2.Kindergarten	_____
3.1st grade	_____
4.2nd grade	_____
5.3rd grade	_____
6.4th grade	_____
7.5th grade	_____
8.6th grade	_____
9.7th grade	_____
10.8th grade	_____
11.9th grade	_____
12.10th grade	_____
13.11th grade	_____
14.12th grade	_____
15.Data not provided	_____

Program activities, Objectives, Data sources, and Results.   Name ONE activity you provided to help meet a grant objective

1.Activity name:

Complete the following for this activity:

1.This activity was provided to help meet the objective to improve (mark all that apply):

❑ Academic achievement in math (for example: remediation classes/sessions, homework assistance, project-based learning, tutoring clubs, enrichment, field trips, etc.)

❑ Academic achievement in reading/English (for example: remediation classes/sessions, homework assistance, project-based learning, tutoring clubs, enrichment, etc.)

❑ Parent education (for example: GED certificate program, career development, job fairs, take home projects, computer skills instruction, parenting skills training, homework assistance training, Family Nights, etc.)

❑ Character education (for example: social skills training, mentoring, communication with parents, homework assistance, developing positive relationships with teachers, etc.)

❑ Enrichment opportunities (for example: not a club), field trips, youth leadership, health/nutrition program, clubs (science, art, computer, drama, etc.), truancy, STEM camps, college preparation programs, career fairs, service learning, etc.)

❑ Community partnerships   (for example: newsletters, meetings, involvement in programs, email communication, telephone logs, etc.)

❑ Other

2.Number of hours per day the activity was offered:

0-24:_____

3.Number of days per week the activity was offered:

0-7:_____

4.Number of weeks per year the activity was offered:

0-52:_____

5.If this is not a regular program activity, please enter the number of times per year this activity occurs.

0-365:_____

6.This activity is provided for:

❍ Students

❍ Adult Family Members

❍ Both

7.This activity is for:

❍ Academic purposes

❍ Enrichment purposes

❍ Other purposes

8.Did you provide another activity?

❍ Yes

❍ No

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Program objectives:

1.Which of the following objectives did your program address. (Check all that apply.)

❑ Improve student academic achievement in math

❑ Improve student academic achievement in reading/English

❑ Provide parent education

❑ Provide character education

❑ Provide enrichment opportunities

❑ Improve community partnerships

❑ Other

Program objectives

1.You selected "Other" as a program objective. Provide details about this program objective.

Math   Improve student academic achievement in math

1.You selected to improve student academic achievement in math as a program objective.   Indicate the sub-objective(s) you selected for your center's program.   (Check all that apply.)

❑ Improve performance on SOL Math assessment (state mandated and data provided by the state)

❑ Reduce grade retention

❑ Improve grades in core subject areas

❑ Other

Reduce grade retention in math

1.Was the grade retention rate lower for students attending 30 days or more than non-participants?

❍ Yes

❍ No

Reduce grade retention in math

1.Provide the quantitative results. Include the data sources used to determine progress.

Improve grades in core subject areas in math

1.Did math grades improve more for students attending 30 days or more than non-participants?

❍ Yes

❍ No

Improve grades in core subject areas in math

1.Provide the quantitative results. Include the data sources used to determine results.

<table>
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</table>

Improve student academic achievement in math

1.Describe your "Other" sub-objective.

<table>
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Improve student academic achievement in math

1.Was the "Other" sub-objective met for students attending 30 days or more?

❍ Yes

❍ No

Improve student academic achievement in math

1.Provide the quantitative results.   Include the data sources used to determine results.

<table>
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Improve student academic achievement in math

 1.Overall, did your site's 21st CCLC program meet its objective to improve student academic achievement in math?

❍ Yes

❍ No

Reading/English

 1.You selected "improve student academic achievement in reading/English" as a program objective. Indicate the sub-objective(s) you selected for your center's program.   (check all that apply.)

❑ Improve performance on SOL Reading/Language Arts assessment (state mandated and data provided by the state)

❑ Reduce grade retention

❏ Improve grades in core subject areas
❏ Other

Reduce grade retention in reading/English
1.Was the grade retention rate lower for students attending 30 days or more than non-participants?
○ Yes
○ No

Reduce grade retention in reading/English
1.Provide the quantitative results. Include the data sources used to determine progress.

Improve grades in core subject areas in reading/English
1.Did reading/English grades improve more for students attending 30 days or more than non-participants?
○ Yes
○ No

Improve grades in core subject areas in reading/English
1.Provide the quantitative results. Include the data sources used to determine progress.

Improve student academic achievement in reading/English
1.Describe your "Other" sub-objective.

Improve student academic achievement in reading/English

1.Was the "Other" sub-objective met for students attending 30 days or more?
❍ Yes
❍ No

Improve student academic achievement in reading/English
1.Provide the quantitative results. Include the data sources used to determine progress.

Improve student academic achievement in reading/English
1.Overall, did your site's 21st CCLC program meet its objective to improve student academic achievement in reading/English?
❍ Yes
❍ No

Parent Education
1.You selected provide parent education as an objective. Indicate the sub-objective(s) you selected for your center's program. (Check all that apply.)
❑ General Educational Development (GED) certificate program
❑ Computer skills instruction
❑ Parenting skills training
❑ Opportunities for parent/child interaction in academic activities
❑ Career development information/training
❑ Health and wellness training
❑ Other

General Educational Development (GED) certificate program
1.Did parents participate in the GED certificate program classes?
❍ Yes
❍ No

General Educational Development (GED) certificate program
1.Provide the quantitative results. Include the data sources used to determine your response.

2.How many parents and adult family members completed the GED certificate program?

Computer skills instruction
1.Did parents participate in computer skills classes?
❍ Yes
❍ No

Computer skills instruction
1.Provide the quantitative results. Include the data sources used to determine your response.

Parenting skills training
1.Did parents participate in parent skills training classes?
❍ Yes
❍ No

Parenting skills training
1.Provide the quantitative results. Include the data sources used to determine your response.

Opportunities for parent/child interaction in academic activities

1.Did parents and children interact in academic activities?
○ Yes
○ No

Opportunities for parent/child interaction in academic activities
1.Provide the quantitative results. Include the data sources used to determine your response.

Career development information/training
1.Did parents participate in career development information sessions?
○ Yes
○ No

Career development information/training
1.Provide the quantitative results. Include the data sources used for your response.

Health and wellness training
1.Did parents participate in health and wellness training sessions?
○ Yes
○ No

Health and wellness training
1.Provide the quantitative results. Include the data sources used for your response.

Parent Education
1.Describe your "Other" sub-objective.

Parent Education
1.Did parents attend the "Other" sub-objective activities?
○ Yes
○ No

Parent Education
1.Provide the quantitative results. Include the data sources used for your response.

Character Education
1.You selected provide character education as an objective.   Indicate the sub-objective(s) you selected for your center's program.   (Check all that apply.)
❑ Improve classroom behavior
❑ Submits completed homework on time
❑ Improve classroom participation
❑ Improve class attendance
❑ Improve motivation to learn
❑ Improve ability to get along with other students
❑ Provide programs in character education, such as preventing drug/alcohol use and/or violence, truancy, and youth leadership
❑ Other

Improve classroom behavior
1.Was classroom behavior improved among students attending 30 days or more?
○ Yes
○ No

Improve classroom behavior

1.Provide the quantitative results. Include the data sources used to determine your response.

Completed homework on time

1.Did submission of completed homework on time improve for students attending 30 days or more?

❍ Yes

❍ No

Completed homework on time

1.Provide the quantitative results. Include the data sources used to determine your response.

Improve classroom participation

1.Did classroom participation behavior improve for students attending 30 days or more?

❍ Yes

❍ No

Improve classroom participation

1.Provide the quantitative results. Include the data sources used to determine your response.

Improve classroom attendance

1.Did classroom attendance improve for students attending 30 days or more?

❍ Yes

❍ No

Improve classroom attendance

1.Provide the quantitative results. Include the data sources used to determine your response.

Improve motivation to learn

1.Did motivation to learn improve for students attending 30 days or more?

❍ Yes

❍ No

Improve motivation to learn

1.Provide the quantitative results. Include the data sources used to determine your response.

Improve ability to get along with other students

1.Did ability to get along with others improve for students attending 30 days of more?

❍ Yes

❍ No

Improve ability to get along with other students

1.Provide the quantitative results. Include the data sources used to determine your response.

 Provide programs in character education, such as preventing drug/alcohol use and/or violence, truancy, and youth leadership

1.Did the programs in character education, such as preventing drug/alcohol use and/or violence, truancy, and youth leadership have a positive impact on students attending 30 days or more?
❍ Yes
❍ No

Provide programs in character education, such as preventing drug/alcohol use and/or violence, truancy, and youth leadership
1.Provide the quantitative results. Include the data sources used to determine your response.

Character Education
1.Describe your "Other" sub-objective.

Character Education
1.Did the "Other" sub-objective improve for students attending 30 days or more?
❍ Yes
❍ No

Character Education
1.Provide the quantitative results. Include the data sources used to determine your response.

Character Education
1.Overall, did your site's 21st CCLC program meet its objective to provide character education?
❍ Yes
❍ No

Enrichment Opportunities
1.You selected provide enrichment opportunities as an objective. Indicate the sub-objective(s) you selected for your center's program. (Check all that apply.)
❑ Increase children's exposure to the fine arts and cultural events
❑ Increase children's depth of understanding of academic subjects through non-traditional instruction, such as STEM activities, and problem-based learning
❑ Increase children's health awareness and physical education
❑ Provide college and career readiness programs
❑ Provide community and service learning programs
❑ Other

Increase children's exposure to the fine arts and cultural events	Number
1.How many opportunities were provided for students to participate in fine arts and cultural events?	_____

Increase children's depth of understanding of academic subjects through non-traditional instruction, such as STEM activities, and problem-based learning	Number
1.How many opportunities were provided for students to participate in non-traditional instructional activities?	_____

Increase children's health awareness and physical education	Number
1.How many opportunities were provided for students to participate in health awareness and physical education activities?	_____

Provide college and career readiness programs	Number
1.How many opportunities were provided for students to participate in college and career readiness programs?	_____

Provide community and service learning programs
1.Did the community and service learning programs have a positive impact on students attending 30 days or more?
❍ Yes
❍ No

Other enrichment opportunities
1.Describe your "Other" sub-objective.

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Other enrichment opportunities

1.How many "Other" enrichment activities did students have an opportunity to participate in?

Number:_____

Other enrichment opportunities

1.Overall, did your site's 21st CCLC program meet its objective to provide enrichment opportunities?

❍ Yes

❍ No

Community Partnerships

1.You selected improve community partnerships as an objective.   Please indicate the sub-objective(s) you selected for your center's program.   (Please check all that apply.)

❑ Increase the number of community partners

❑ Increase the activities of community partners

❑ Improve communication with community partners

❑ Improve the sustainability of the program through community partner commitments beyond the grant period

❑ Other

Increase the number of community partners

1.Did the number of community partners increase?

❍ Yes

❍ No

Increase the number of community partners

1.Provide the quantitative results. Include the data sources used to determine your response.

Increase the activities of community partners
1.Did the activities of community partners increase?
❍ Yes
❍ No

Increase the activities of community partners
1.Provide the quantitative results. Include the data sources used to determine your response.

Improve communication with community partners
1.Did communication with community partners increase?
❍ Yes
❍ No

Improve communication with community partners
1.Provide the quantitative results. Include the data sources used to determine your response.

Improve the sustainability of the program through community partner commitments beyond the grant period
1.Has the potential sustainability of the program increased through community partner commitments?
❍ Yes
❍ No

Improve the sustainability of the program through community partner commitments beyond the grant period
1.Provide the quantitative results. Include the data sources used to determine your response.

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Improve community partnerships
1.Describe your "Other" sub-objective.

Improve community partnerships
1.Did the "Other" sub-objective help improve community partnerships? cp
❍ Yes
❍ No

Improve community partnerships
1.Provide the quantitative results. Include the data sources used to determine your response.

Improve community partnerships	Yes	No
1.Overall, did your site's 21st CCLC program meet its objective to improve community partnerships?	❍	❍

"Other" objective	Yes	No
1.Overall, did your site's 21st CCLC program meet its "Other" objective?	❍	❍

"Other" objective
1.Provide the quantitative results. Include the data sources used to determine your response.

Conclusions (500 words maximum)
1.What activities or promising practices appeared to be most effective in helping to meet your sub-objectives for improving student academic achievement in math?
2.What challenges were experienced   for improving student academic achievement in math?
3.What activities or promising practices appeared to be most effective in helping to meet your sub-objectives for improving student academic achievement in reading/English?
4.What challenges were experienced   for improving student academic achievement in reading/English?
5.What activities or promising practices appeared to be most effective in helping to meet your sub-objectives for providing parent education?
6.What challenges were experienced   for providing parent education?

7.What activities or promising practices appeared to be most effective in helping to meet your sub-objectives for providing character education?

8.What challenges were experienced   for providing character education?

9.What activities or promising practices appeared to be most effective in helping to meet your sub-objectives for providing enrichment opportunities?

10.What challenges were experienced   for providing enrichment opportunities?

11.What activities or promising practices appeared to be most effective in helping to meet your sub-objectives for improving community partnerships?

12.What challenges were experienced   for improving community partnerships?

13.What activities or promising practices appeared to be most effective in helping to meet your sub-objectives for your program's "Other" objective?
14.What challenges were experienced   for program's "Other" objective?

Recommendations
1.Provide recommendations that might improve the program in the future. Please be specific and cite the sub-objectives you plan to target by making changes to enhance program effectiveness. Please number the recommendations (i.e., 1., 2., 3., etc.).